



PROFESSIONAL DEVELOPMENT COMMITTEE AGENDA MINUTES

11/14/2016 / 2:30-4:30PM / Rm. 2410

LPC Mission Statement

Las Positas College is an inclusive learning-centered institution providing educational opportunities and support for completion of students' transfer, degree, basic skills, career-technical, and retraining goals.

LPC Planning Priorities

- ❖ Establish regular and ongoing processes to implement best practices to meet ACCJC standards.
- ❖ Provide necessary institutional support for curriculum development and maintenance.
- ❖ Develop processes to facilitate ongoing meaningful assessment of SLOs and integrate assessment of SLOs into college processes.
- ❖ Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.

Meeting Name

Members:

Chair: Greg Daubenmire/Howard Blumenfeld

A&H: Maureen O'Herin

CATSS: Ernie Jones/Robin Roy

MSEPS: Howard Blumenfeld,
Greg Daubenmire

BHAWK: Patricia Stokke

Stud.Serv.Faculty: Gabriela Discua,
Brian Owyong

CLASSIFIED: Tim Druley, Frances DeNisco, Bill Eddy, Carolyn Scott, Ana Del Aguila

PART-TIME FACULTY: TBA

ASLPC REP.: TBA

Agenda Item

Presenter

1. GENERAL BUSINESS

- | | | |
|------------------------------------|-------|-------|
| 1.1 Call to Order/Quorum | Chair | Chair |
| 1.2 Review and Approval of Agenda | Chair | Chair |
| 1.3 Review and Approval of Minutes | Chair | Chair |

Carolyn motioned to approve the minutes and agenda. Ernie seconded the motion. All were in favor of approval.

2. (Old Business)

- a. Name change for committee

Howard discussed the name change from "Staff Development Committee" to "Professional Development Committee." This name change was recently ratified by the Academic Senate.

- b. Variable FLEX "Patch Form" & Website (Fall 2016 – Spring 2017)

Howard recapped his discussion of the Variable FLEX "Patch Form", interactive calendar, and social media group.

- c. Interactive Calendar & Social Media

People have been using the interactive calendar and posting events. While the Facebook group is growing, it will take time for these new advertisement vehicles to really take off.

- d. Variable FLEX Contract Form (Fall 2017-beyond)

The proposed new Variable FLEX District Contract Form is currently under review by the FA Executive Board and updates concerning its progress are forthcoming.

- e. Mandatory FLEX Form Edits are Complete

All suggested edits made during the last Professional Development Committee meeting concerning these forms have been made.

- f. Flexible Calendar Activity Survey Teleform

Surveys are in development.

- g. Revision of PDC and Formation of FLEX Committee (Tabled to Spring 2017)

This discussion will continue in Spring 2017.

- h. New Faculty Orientation Update (Greg)

The next New Faculty Orientation will be about pay stubs, benefits, and other kinds of compensation-related issues.

3. (Informational Items)

Presenter

- i. Flex Day for Spring 2017 is Tuesday February 21 (not joint)
- ii. Adjunct Professor Link (APL) (website)

During the meeting, there were no updates on APL, but after the meeting, Howard met with Dr. Russell and the discussion of APL has been temporarily concluded pending further review by the CLPCCD.

4. (New Business)

- a. Keynote Speakers during Spring 2017 FLEX Day
 - i. Barry – Ken O'Donnell
 - ii. Amanda Ingold - Thomas Brown (classified)
 - iii. Michelle Gonzales (see below)

The committee felt that keynotes should appeal to all constituent groups on campus (all-inclusive) and the topics should be germane to everyone in attendance. Following the meeting, Howard met with Dr. Russell and it was mutually agreed upon that we would have a keynote speaker in the morning (Ken O'Donnell) from 9-950 with a breakout followup session from 10-1050 and another keynote speaker from 1-150 (CORA) with a breakout followup session from 2-250.

- b. Conference Requests & Variable FLEX

All PDC funded conference requests may be counted toward a unit member's Variable FLEX requirement, excluding sessions they did not attend, lunch sessions, publisher-hosted party-style events, or activities that do not meet the Variable FLEX guidelines.

- c. "Resources" section of Website –

Classified staff have the ability to take college credit units and get reimbursed, but not through PDC.

The “Grants” section of the website (located in the Resources) section is intended to be a repository of potential funding sources for projects and activities not covered by Professional Development Funds.

Student services personnel are going to be learning about “Cranium Cafe,” a new type of interactive software. Howard will put a link on the Professional Development website to it.

There is ongoing discussion by the Classified Senate of developing a Classified Professional Orientation. Howard will put a link to this information on the Professional Development website.

d. “Forms” section of Website

Howard briefly discussed where to find all relevant forms on the Professional Development Website.

e. Classified Professional Staff section on Website (Francis)

It was suggested that Howard update the Professional Development Website to include information on the home page about relevant links to visit if you are Part-Time (Adjunct) Faculty, Classified Professional Staff, or an Administrator.

f. Approval of Mandatory FLEX Day Proposals (all were approved)

- i. Hart
- ii. Schoenecker
- iii. Ruys
- iv. Michelle – keynote suggestion & CPS followup (Francis)
- v. Lira

There is a need for CANVAS training on FLEX Day. For now, there is CANVAS training on Lynda.com.

There is a desire for Faculty to serve as unofficial mentors to each other. Howard mentioned that in his “Working Together” group this is a topic that is being discussed.

It was mentioned that there are opportunities to chat online with co-workers using programs/apps such as Basecamp, Cranium Café, Slack, and Workplace.

g. Approval of Conference Proposals – (all were approved)

- i. Ashley McHale
- ii. Ashley Young
- iii. Cindy Brown Rosefield
- iv. Daniel Marschak
- v. David Powers
- vi. Debbie Fields

- vii. Ian Brekke
- viii. Jennie Graham
- ix. Michael Peterson
- x. Namita Saxena
- xi. Ozlem Guclu
- xii. Ruchira Majumdar
- xiii. Seth Lavendar
- xiv. Sheena Turner-August
- xv. Teri Henson

5. Good of the Order

6. Adjournment:

Next Regular Meeting: December 12, 2016

Room 2410

Meeting Dates: 15-16 Academic Year

September 12, 2016

October 10, 2016

November 14, 2016

December 12, 2016

February 13, 2017

March 13, 2017

April 10, 2017

May 8, 2017

First Meeting Date: 17-18 Academic Year

September 11, 2017